



## September DCVC Auditing EBlast!



### Victim Assistance Fines, Fees and Assessment Fund

#### Technical Assistance Documents

September 30, 2019

**Hello!**

**Leaves are falling and autumn is calling! As we move forward with this fiscal year, we would like to share some information with you regarding DCVC Technical Assistance documents.**

Counties, municipalities, non-profits and other entities are encouraged to use the technical assistance documents to help aid in the accountability of their Victim Assistance Fines, Fees and Assessment Fund. They are also encouraged to contact DCVC with questions regarding any of the documents or their Victim Assistance Fund.

**Below are a list of Auditing Technical Assistance Documents.**

- Victim Advocate (VA) Time and Activity (T&A) Form and Percentage Calculator
- Sample Victim Assistance Budget
- Victim Assistance Staff Hired Report
- Victim Assistance Expenditure Report
- Sample Victim Services Contract
- Crime Victim Advocate Statistical Report
- Victim Assistance Donation Form
- Victim Advocate Procedural Manual
- Victim Assistance Uniformed Supplemental Schedule
- Non-Profit Allowable Lease Form

**For more information about the technical assistance documents and legislation regarding the Victim Assistance Fines, Fees and Assessment Fund, you may go to [www.sova.sc.gov](http://www.sova.sc.gov) or call DCVC at (803)734.1900 and ask for the auditing staff.**

**Note:** Please forward this email to anyone you believe should be a recipient of the DCVC Auditing EBLAST or send us the email of someone who should receive the DCVC Auditing EBLAST so we can add them to the list. Also, if you **do not** wish to receive the DCVC Auditing EBLAST, you may email Mrs. Mignon Lee-Thompson at [mlee-thompson@scag.gov](mailto:mlee-thompson@scag.gov) and notify her to remove your name from the list.

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